

**WSDOT/ACEC Project Delivery Team
Action Items from Team Meeting
October 1, 2004**

Action Items

- Read through the Draft Change Request 2 (sales tax). Return any revisions or edits that are appropriate and note whether it should go forward to our sponsors.
(All team members)
- Review the advance copy of WSDOT Design Manual Chapter 140 (MPD), which includes revisions (handout). Question for next meeting: Are you following this process or a different process? How well is it working for you? Bring examples if appropriate – risk matrix or project management plan.
(All team members)
- APDR
 - Look at what other states are doing.
(Rick Smith)
 - Develop ideas for draft APDR recommendation to help in negotiations with FHWA. What do we and don't we want? What changes are we trying to make?
(All team members)
 - Look at parallel processes. Find efficiencies within each one and then try to compress them together.
(All team members)
 - Put APDR Steps for Success on the Access website:
<http://www.wsdot.wa.gov/eesc/design/access/> She will also add Chapter 1425 to the beginning of the APDR timeline so people know what is necessary to get to the timeline.
(Darlene Sharar)
- Right of way
 - Keith Metcalf will meet with the Eastern Region Real Estate Manager to determine what his frustrations are regarding state requirements that are not legal requirements.
(Keith Metcalf)
 - Rick Smith will determine what his committee is finding with regard to state vs. legal right of way requirements.
(Rick Smith)